

# PRE-ASSESSMENT

**Total Enrollment for your LEA:** \_\_\_\_\_

**1. What is required by Professional Standards? (check all that apply)**

- ☐ Training Hours
- ☐ Hiring Standards
- ☐ Worksite Wellness
- ☐ Standardized Uniforms
- ☐ Quarterly Performance Evaluations

**2. If applying to a school district with 10,000 or more students enrolled, at minimum what education requirements must you meet?**

- ☐ Bachelor's degree (or equivalent credits)
- ☐ Associates degree (or equivalent credits)
- ☐ High School Diploma/GED
- ☐ Master's Degree

**3. True or False?**

**Every school food service program will have an employee recognized as the School Nutrition Program Director.**

- ☐ True
- ☐ False

**4. True or False?**

**If the employee identified as the job category School Nutrition Program Director does not have the school appointed *job title* of Director, their *job title* must be changed to Director.**

- ☐ True
- ☐ False

**5. True or False?**

**The new hiring standards for School Nutrition Program Directors which requires minimum education experience applies to new and existing School Nutrition Program Directors.**

- ☐ True
- ☐ False

**6. How many annual training hours are required for School Nutrition Program Directors for SY 16-17?**

- ☐ 12
- ☐ 10
- ☐ 18

**7. How many annual training hours are required for School Nutrition Program Managers for SY 16-17?**

- ☐ 10
- ☐ 12
- ☐ 6

**8. How many training hours are required for School Nutrition Full-Time Staff for SY 16-17?**

- ☐ 6
- ☐ 10
- ☐ 4

# PRE-ASSESSMENT

**9. How many annual training hours are required for School Nutrition Part-Time Staff for SY 16-17?**

- ☐ 6
- ☐ 2
- ☐ 4

**10. In order for a training to count towards an employee's training hours, what must be true?**

- ☐ Training curriculum must be job specific and meet one of the Professional Standards learning objectives/topics.
- ☐ Attendees must be provided a certificate of completion.
- ☐ Any instruction an employee receives will count towards training hours.
- ☐ Instruction must be provided by a nutrition professional such as the State Agency (Arizona Department of Education).

**11. What is the maximum hours to count towards an employee's annual training hours if the training is in the form of a product demo or an industry exhibit?**

- ☐ 1
- ☐ 2
- ☐ 4

**12. ICN (Institute of Child Nutrition) offers the following: (check all that apply)**

- ☐ Over 50 online, no-cost trainings that meet Professional Standards requirements
- ☐ Individual user login and tracking capability of completed courses
- ☐ Self-paced online courses
- ☐ Online courses suitable for audiences ranging from School Nutrition Directors to Part-Time School Nutrition Staff

**13. What will the Arizona Department of Education request to demonstrate compliance of the annual training standards?**

- ☐ Employee name and training hours
- ☐ Employee name, training title, and training hours
- ☐ Employee name, training title, USDA Learning Topic/Objective, dates, and total training hours.

**14. What format is the USDA Professional Standards Tracker?**

- ☐ Microsoft Excel Format
- ☐ Microsoft Access Format
- ☐ What is the USDA tracker?

**15. Have you used any ICN (Institute of Child Nutrition, formally known as NFSMI) online trainings?**

- ☐ Yes
- ☐ No
- ☐ What is ICN?

**16. What tracking method are you currently using to ensure all employees have completed their training hours?**

- ☐ USDA Professional Standards Tracker
- ☐ A folder of notes and training certificates that employees give to me
- ☐ Self-created master tracking list
- ☐ Request a list from Human Resources—this department is tracking it